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March 13, 2004

Mr. Will Miyake  
Chair, Board of Trustees  
Hawaii Employer-Union Health Benefits Trust Fund  
201 Merchant Street, Suite 1520  
Honolulu, HI 96813

Dear Mr. Miyake:

I am requesting a performance evaluation to be completed for me before my last day of work on July 9, 2004.

I have not had a performance evaluation since I started working for the EUTF on July 8, 2002. Then again, I have never been informed as to who would conduct the performance evaluation, how it would be developed and other relevant details.

I have begun my job search and want to be able to justifiably state whether my performance at the EUTF has been satisfactory or not. It is equally important that I understand my strengths as well as what areas I need to work on improving in the future. I am willing to make my performance evaluation open to the public and want to have the opportunity to respond to any particular portion of the document.

I believe that former trustees should be given the opportunity to provide input on my work performance. You may want to consider obtaining input from EUTF management and staff, benefits consultant, deputy attorney general, carrier representatives, personnel directors for the various employers, and other key people (e.g., legislators) that I have interacted with over the past 2 years.

I strongly urge the Board to conduct the Administrator's performance evaluation routinely in a timely manner in the future and to document the criteria and process for conducting the evaluation.

Thank you for considering my request for a performance evaluation.

Sincerely,

Mark Fukuhara